

Clarke County

PLANNING COMMISSION BRIEFING MEETING MINUTES JUNE 3, 2014



A briefing meeting of the Planning Commission of Clarke County, Virginia, was held at the Berryville/Clarke County Government Center, Berryville, Virginia, on Tuesday, June 3, 2014.

ATTENDANCE

Anne Caldwell, Vice Chair; Robina Bouffault; Randy Buckley; Scott Kreider; Doug Kruhm; Frank Lee; Cliff Nelson; John Staelin; Chip Steinmetz; and Jon Turkel.

Absent: George L. Ohrstrom, II, Chair

Staff Present: Brandon Stidham, Planning Director and Jesse Russell, Zoning Administrator;

CALLED TO ORDER

Vice Chair Caldwell called the meeting to order at 3:00 p.m.

The Commission reviewed the items on the agenda for the Planning Commission meeting of June 6, 2014. Mr. Russell provided an overview of the Halsey major subdivision request (S-14-01). Commissioner Bouffault requested to visit the site with Commissioner Buckley prior to the June 6 meeting and Mr. Russell indicated that he would schedule that site visit.

Old Business Items

- a. TA-14-02, Administrative Land Divisions

Mr. Stidham provided an overview of the revised text amendment which would trigger Planning Commission review of administrative land divisions, mergers, or boundary line adjustments of any residual lots that were the subject of an administrative land division within the previous two (2) years. He stated that the revised amendment would require lots 40 acres or larger that are reduced in size below 40 acres to comply with water and sewer disposal requirements. He added that in addition to including a new definition for "residual lot," new requirements for administrative land divisions including compliance with private access easement and utility requirements as previously discussed were retained. Following questions by the members, he indicated that the text amendment is on the June 6 agenda for the Commission to set public hearing for the July 11 meeting.

- b. Update, TA-14-03 -- Establishment of Filing Deadlines for Rezoning, Special Use Permit, Site Plan, and Major Subdivision Applications

Mr. Stidham reported that County Attorney Bob Mitchell is continuing to work on this text amendment and that his efforts were recently slowed by a computer issue. He said that Staff would work with Mr. Mitchell to have the text amendment ready for review in July.

New Business Items

a. Request from Board of Supervisors – Commercial Boarding Kennels and Animal Shelters

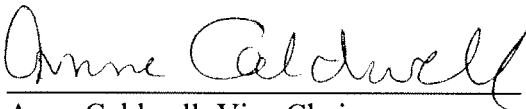
Mr. Stidham stated that this item was provided in response to the Commission's May recommendation to develop an ordinance amendment to remove commercial boarding kennels and animal shelters as allowed special uses in the AOC and FOC districts, and to create a new animal shelter/governmental use for shelters owned and/or operated by the County. The Board requests the Commission to develop a text amendment consistent with this recommendation with the designation of "animal shelter/governmental" as a special use and for shelters owned and/or operated by the Clarke County governing body. The Board also requested the Commission to evaluate deletion of commercial boarding kennels as a special use in the Neighborhood Commercial District (CN) and also whether to amend the breeding kennel provisions to prevent large breeding kennels.

The members discussed the Board's request and directed Staff to draft text amendment language for the June 6 meeting to set public hearing. The language would include the Board's recommendations including deleting commercial boarding kennels from the CN District. The members did not choose to include language to address breeding kennels but indicated that this issue could be addressed as a long-term project for the Commission. Staff agreed to draft the text amendment and report for the Commission to consider setting public hearing at the June 6 meeting and to make appropriate changes to the meeting agenda.

Other Business

Mr. Stidham provided progress reports on the Recreation Plan Subcommittee's work and the Berryville Area Development Authority's work on revising the Berryville Area Plan.

There being no further business to come before the Commission, the meeting was adjourned at 4:30 p.m.


Anne Caldwell, Vice Chair


Brandon Stidham, Planning Director